

1. The first step in the process is to identify the problem or issue that needs to be addressed. This involves gathering information and understanding the context of the problem. 2. Once the problem is identified, the next step is to define the objectives and goals of the project. This helps to clarify what needs to be achieved and provides a clear direction for the project. 3. The third step is to develop a plan or strategy to address the problem. This involves identifying the resources needed, the timeline, and the specific actions to be taken. 4. The fourth step is to implement the plan. This involves putting the strategy into action and monitoring progress along the way. 5. The final step is to evaluate the results of the project. This involves assessing whether the objectives were met and identifying any lessons learned for future projects.

**Ted Kavanaugh**

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